

**WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY  
WATER AND WASTEWATER OPERATOR CERTIFICATION PROGRAM  
SUPPLEMENTAL EXPERIENCE FORM**

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**Contact Information:**

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

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**Signature:**

I certify under penalty of law that this document and all attachments were prepared by me and the information submitted is to the best of my knowledge and belief, true, accurate and complete. I am aware that there are penalties for submitting false information.

**Date:** \_\_\_\_\_ **Applicant Signature:** \_\_\_\_\_

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**Employment Information:**

1. Your current employment should already be listed on your website.
2. If you have additional experience as an operator that you wish to have added to your experience record, please complete a page for EACH work experience.
3. Some jobs not specifically in the water field may be used to meet experience requirements. List any employment you wish to have considered, including military experience. Make sure to specify the number of hours spent on each activity each week.
4. Attach more sheets if necessary.
5. Submit the completed form to:

**Email to:** [opcert@wyo.gov](mailto:opcert@wyo.gov)

If unable to submit by e-mail:

**Fax to:** 307-777-6779

**Mail to:** Operator Certification - Water Quality Division  
122 West 25th Street  
Herschler Building 4W  
Cheyenne, WY 82002

**PREVIOUS EMPLOYMENT (Make extra copies of this page as needed.)**

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Name of Facility: \_\_\_\_\_ (Check One) Full Time \_\_\_\_\_ Part Time \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Average Hours Worked Per Week \_\_\_\_\_  
City: \_\_\_\_\_ **Dates of Employment** (mo/day/yr)  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

**Water Treatment and Distribution Duties**

Enter the average number of **hours** you spent **each week** on the activities listed below.

maintaining potable water well (screen cleaning, deposition control, backflushing, etc.)  
repairing or installing potable water lines, service lines, taps, or storage facilities (trenching, bedding, backfilling, disinfection, etc.)  
flushing or other cleaning of potable water lines; corrosion control  
changing pumping rates, level controls, and on/off cycles relative to potable water wells, booster stations, and water treatment facilities  
controlling calcium/sodium hypochlorite disinfection, fluoridation, coagulation, sedimentation, flocculation, and mixing  
controlling disinfection using chlorine gas, ozone, chlorine dioxide, ultraviolet, or onsite generation of hypochlorite  
controlling chemical precipitation softening  
calculating plant operating efficiencies and interpreting process control data  
using bag/cartridge or membrane filters, ion exchange, or direct or conventional filtration  
using other filtration methods, including **(please select from list)**  
controlling iron/manganese removal chemicals, lime and/or soda ash dosages, recarbonation, or diatomaceous earth feed rates, and/or other chemicals

If your operational tasks are not adequately described in the list above, please list your duties on the lines below and the average number of **hours per week** spent performing these duties. \_\_\_\_\_

**Wastewater Treatment and Collection Duties**

Enter the average number of **hours** you spent **each week** on \_\_\_\_\_ the activities listed below.

repairing or installing wastewater collection lines, service lines, or taps (trenching, bedding, backfilling, disinfection, etc.)  
rodding, jetting, or other cleaning of wastewater collection lines  
adjusting pumping rates, level controls, and on/off cycles relative to lift stations and wastewater treatment plants  
controlling chemical feed rates for disinfection of wastewater effluent  
operating, maintaining, and cleaning wastewater treatment structures (bar screens, grit chambers, comminutors, etc.)  
calculating plant operating efficiencies and interpreting process control data  
handling sludge and solids, including operating clarifiers, controlling return and waste sludge rates  
operating digesters and sludge conditioners  
controlling and operating trickling filter or rotating biological contactor (RBCs)  
managing lagoons  
controlling and maintaining blowers or other devices used for aerating wastewater

If your operational tasks are not adequately described in the list above, please list your duties on the lines below and the average number of **hours per week** spent performing these duties. \_\_\_\_\_

